

**Presbytery of Yellowstone
Leadership Cabinet Meeting Minutes
May 6, 2014
1st Church, Billings, Montana**

Moderator Jody called the meeting to order at 10:05 a.m.

Present were:

Jody McDevitt
Debbie Blackburn
Jed Cauffman
Susan Thomas
Don Holland
Lanny Rounds (by phone)

Absent:

Dan Holland

Also Present:

George Goodrich, Co-General Presbyter
Kathy Goodrich, Co-General Presbyter
Ron Hanson, Stated Clerk
Dave Thompson (Moderator . PMT)

1. **Opening Prayer** – The opening prayer was offered by Jody.
2. **Christ Candle** – Jody read the Litany of the Christ Candle and lit the Christ Candle.
3. **Quorum** – The Clerk declared that a Quorum was present.
4. **Docket** – The docket was approved.
5. **Minutes of March 14, 2014.**
 - ✓ The LC voted to approve the minutes of the March 14, 2014 meeting.
6. **Correspondence** - A thank you note for financial support was received from Presby Cats.
7. **Dwelling in the Word** –Susan led the time spent dwelling in Hebrews 12:1-3. There was a time of sharing what this Scripture was saying to individuals and to us as Leadership Cabinet.
8. **Spiritual and Vision Implementation** – Debbie reported that three other people have agreed to be part of the Review Team. These people are David Andrew, Jim Tarr, and Gayle Holland. The Leadership Cabinet then spent time identifying goals for 2014. Jody led us through a process to highlight the top four goals. The consensus of the group resulted in these areas of priority:
 - Spiritual nurture and formation for pastors and leaders
 - Improve Communications
 - Plan meaningful Presbytery meetings
 - Decisions about staff transitionsEach goal has several subtopics of emphasis. The flip chart material will be typed up and distributed to the LC members
9. **Lunch** . The Leadership Cabinet recessed for lunch after Jed gave a blessing for the meal.
Organizational Responsibilities . After lunch the Cabinet spent time looking at different areas of organizational responsibility.
10. **Pastoral Ministry Team** – Dave Thompson (moderator of Pastoral Ministry Team) reported on the work of the PMT including the status of churches in transition. Dave has divided the PMT into three groups (Policies and Procedures, Parishes, and Pastors) in order to better spread out the work to be done.
11. **June Presbytery Meeting in Butte** - It was determined that it would not make sense to hold part of the meeting at St Timothy's Chapel. However, it would be good to have St Timothy's information available for hand out and display. The emphasis for the meeting will be on ministries with young people (including camping, youth groups, higher education, and vacation bible school). A subgroup of Jody, Jed, Kathy, Curt, Traci, and Debbie will work on specific details for the meeting which will have a theme of Making Young Disciples. Jody will convene this group. The churches that will give congregational reports will be Deer Lodge, Butte, Anaconda, and Phillipsburg. It was decided that the deadline for Presbytery reports will be June 19th. Susan will prepare one packet instead of posting individual reports. Lanny is going to proceed with getting the Host Church letter to Susan for posting.

- 12. Convocation in November** - George is part of the planning team and reported that plans are progressing. The brochure should be available in August. Joan Gray will be the keynote speaker.
- 13. Budget and Finance Report** – It was decided that the Leadership Cabinet needs the full financial report in the future. It was also noted that Ministry Team moderators need a copy of the detailed financial report in order to oversee their budgets. The summary report should be fine for Presbytery. However, the balance sheet will also need to be included in the report for Presbytery. Ron handed out a draft of the Higher Ed grant application that he and Dan Holland have been working on. It was felt that an academic year grant proposal would make more sense. A onetime process for the first half of 2015 may be needed since the 2014 budget is already in place. Ron and Dan will continue to work on this and report back to the Leadership Cabinet.
- 14. International Peacemaker Proposal** – A proposal was received from Susan Barnes.
- √ The LC voted to approve the proposal from Susan Barnes for Yellowstone Presbytery to host an International Peacemaker for a week between September 19 and October 12, 2014. The \$450 cost will come from the Peace Making Offering fund. Susan Barnes will work with a team to coordinate all the details for this. It was requested that host churches be encouraged to have special offerings to replenish the Peace Making Fund in order to have monies available in the future.
- 15. Personnel Report** – Susan Thomas updated the Leadership Cabinet on the work of a subgroup on personnel issues. Susan, Ron, Dan Holland, George and Kathy have met in order to look at the possibility of George and Kathy going to half time beginning in August. There is still work to be done, especially on job descriptions and the financial impact of this change. This group will be meeting again in a couple of weeks and will then report to the Leadership Cabinet.
- 16. Extending the Docket**
- √ The LC voted to extend the docket until 2:30 p.m.
- 17. Co-General Presbyters Report** - George and Kathy reviewed their report. George is very encouraged by the meetings of the cluster groups. There is a possibility that some members of the UCC and Disciples of Christ would like to attend the convocation. Changes in the office location and/or size will need to be made by November 1, 2014 as J & H needs the space currently being used by YP.
- 18. Stated Clerk Report** – Ron reported on his discussion with our insurance agent.
- √ The LC voted to increase the sexual misconduct coverage to \$500,000 per occurrence and \$1,000,000 Aggregate. The cost for this is \$928 (some of which will be allocated to St Timothy's Chapel).
- 19. Administrative Manual** . Ron has prepared a Table of Contents for the administrative manual of YP. The Leadership Cabinet endorses the work that Ron has done on revising this manual and encourages him to continue his work on this
- 20. Next Meeting** - The next meeting will be a conference call meeting at 9:30 am on May 27, 2014.
- 21. Adjournment** . Kathy gave the closing prayer and the meeting was adjourned at 2:40 pm.